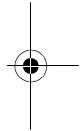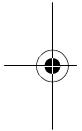**R**

RadioShack®
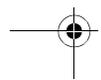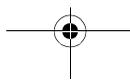
www.radioshack.com

ET-3601

20 Number One-Touch Memory Home/Office Speakerphone

R

Owner's Manual
Please read before using this equipment.

❒ *Contents*

❑ *Features*

Your RadioShack 20 Number One-Touch Memory Home/Office Speakerphone lets you store frequently called telephone numbers in memory so you can call any stored number. Its features include:

Built-in Speakerphone — gives you hands-free operation.

Headset Jack — lets you use an optional headset to make or receive calls.

Privacy — lets you temporarily turn off the speakerphone and handset microphone.

Adjustable Ringer and Receiver Volume — lets you adjust the ringer and receiver's volume to the desired level.

Hearing-Aid Compatibility — allows you to use your telephone with a hearing aid that is equipped with a telephone switch.

Your telephone is ETL listed and meets all applicable FCC standards.

FCC STATEMENT

We have designed your telephone to conform to federal regulations, and you can connect it to most telephone lines. However, each device that you connect to the telephone line draws power from the line. We refer to this power draw as the phone's ringer equivalence number (REN). The REN is on the bottom of your phone.

If you use more than one phone or other device on the line, add up all the RENs. If the total is more than five (three in rural areas), your phone might not ring. The ringer operation is impaired, remove one of the devices from the line.

Your telephone complies with Part 68 of *FCC Rules*, you must, upon request, provide the FCC registration numbers and the REN to your telephone company. Both numbers are shown on the bottom of the telephone.

Note: You must not connect your telephone to:

- coin-operated systems

- party-line systems

- most electronic key telephone systems

❒ *Preparation*

SELECTING A LOCATION

You can place your telephone on a shelf, desk or table, or mount it on a wall. Select a location that is:

- Near an accessible telephone jack

- Not in the way of normal activities in the area

On a Desk Top

Use the supplied mounting bracket as a stand when you place the base on a desk, shelf, or table.

1. Insert the two smaller tabs on the mounting bracket into the matching slots near the keyhole slot on the bottom of the phone's base. Then press down on the bracket until its two larger tabs snap into place.
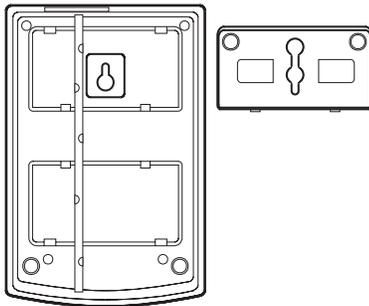
2. Plug one end of the supplied long modular cord into the **LINE** jack on the back of the base.
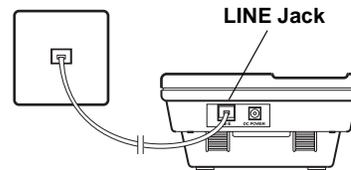
3. Plug the modular cord's other end into a modular phone line jack.

On a Wall Plate or Wall

1. Insert the two smaller tabs on the mounting bracket into the matching slots near the center bottom of the phone's base. Then press down on the bracket until its two larger tabs snap into place.

2. Plug one end of the supplied short modular cord into the **LINE** jack on the back of the base as in "On a Desk Top," Step 2.

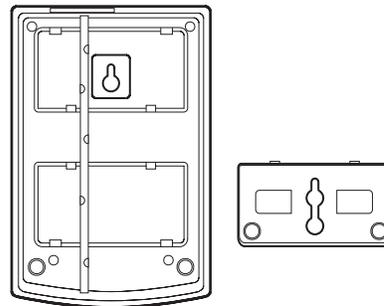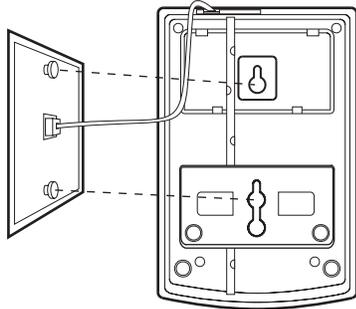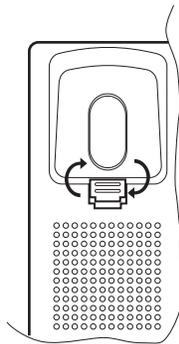3. Plug the modular cord's other end into the wall plate jack, then align the base's keyhole slots with the wall plate studs and slide the base downward to secure it.

4. Press and lift out the handset holder, rotate it 180°, then snap it back into place so it holds the handset.


Note: To mount the phone directly on a wall, you need two screws (not supplied) with heads that fit into the keyhole slots on the bottom of the base.

Follow the steps under "On a Wall Plate or Wall," then apply these additional instructions for placement on a wall.

1. Drill two holes $3^{15}/_{16}$ inches (100 mm) apart. Then thread a screw into each hole, letting the heads extend about $^5/_{16}$ inch (8 mm) from the wall.

2. Plug one end of the supplied long modular cord into the **LINE** jack on the back of the base.

3. Align the base's keyhole slots with the mounting screws and slide the base downward to secure it.
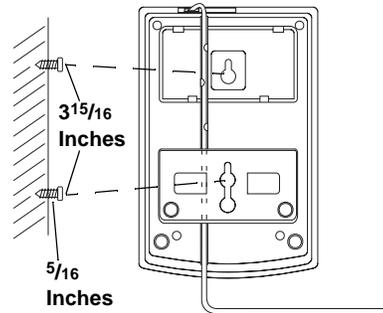
CONNECTING THE HANDSET

Plug one end of the coiled cord into the modular jack on the handset. Then connect it to the jack on the left side of the telephone's base.

Note: Your local RadioShack store sells a variety of longer coiled handset cords, which are especially useful when you mount the phone on a wall.

CONNECTING AN OPTIONAL AC ADAPTER

Your telephone operates from telephone line power. In some areas, however, the telephone line might not provide enough power to operate all of your telephone's features. If the speakerphone's volume is too low, even with the volume control set to its highest level, or if the speakerphone does not work, you need to connect the supplied AC adapter.

Cautions:

⚠ You must use a Class 2 power source that supplies 9V DC and delivers at least 200 mA. Its center tip must be set to positive and its plug must fit the telephone's **DC 9V** jack. The supplied adapter meets these specifications. Using an adapter that does not meet these specifications could damage the telephone or the adapter.

• Always connect the AC adapter to the telephone before you connect it to AC power. When you finish, disconnect the adapter from AC power before you disconnect it from the telephone.

Plug the barrel plug of the supplied adapter into the **DC 9V** jack on the back of the telephone. Plug the other end into the AC outlet.

DC 9V Jack
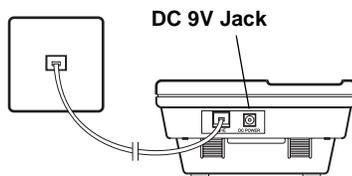
SETTING THE RINGER

If you do not want to hear the phone ring, set **RINGER** to **OFF**. You can still make calls with the ringer off, and you can answer calls if you hear another phone on the same phone line ring.

If you want to hear the phone ring, set **RINGER** to the desired volume (**HI** or **LO**).

SETTING THE DIALING MODE

Set **T/P** (Tone/Pulse) for the type of service you have. If you are not sure which type you have, do this simple test.

1. Set **T/P** to **T**. Lift the handset and listen for a dial tone.

2. Press any number except **0**. If your phone requires that you dial an access code (9, for example) before you dial an outside number, do not press the access code number either.

3. If the dial tone stops, you have touch-tone service. Leave **T/P** set to **T**.

   If the dial tone continues, you have pulse service. Set **T/P** to **P**.

RECEIVER VOL

SPEAKER VOL   **T/P**   **RINGER**
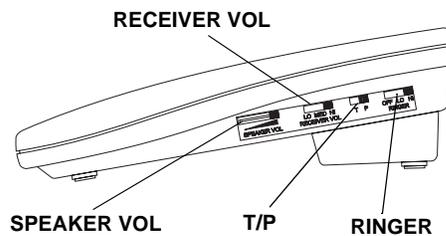
SETTING THE VOLUME

Slide **RECEIVER VOL** to **LO** (low), **MED** (medium), or **HI** (high) as desired.

Slide **SPEAKER VOL** to set the volume as desired.

❒ *Operation*

PAUSE

STORE

FLASH

**Memory Buttons
(Use the memory
index card to
record numbers.)**

SPEAKERPHONE

REDIAL

PRIVACY
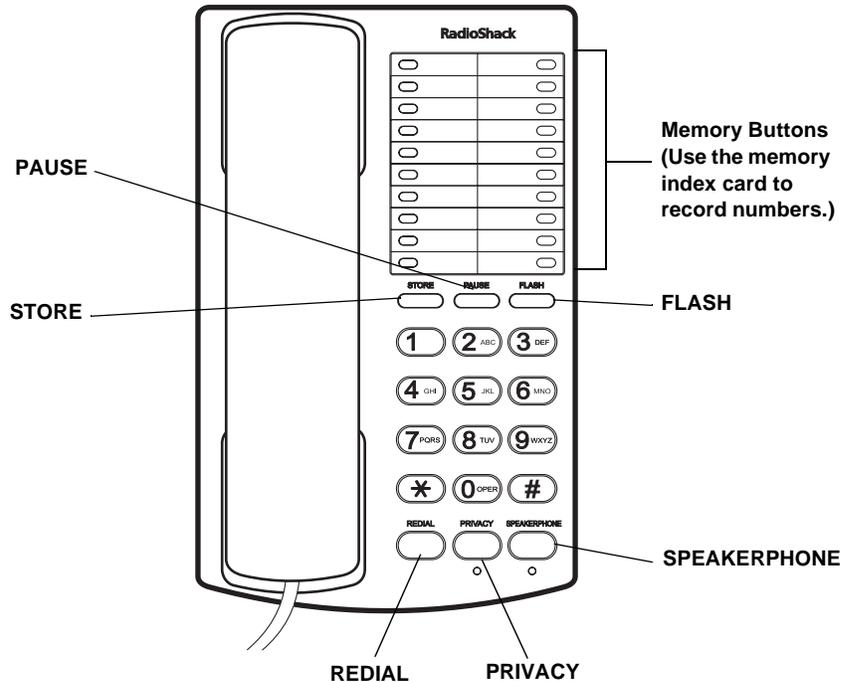
To dial a number manually, lift the handset and enter the telephone number as usual.

USING THE SPEAKERPHONE

To use the built-in speakerphone instead of the handset at any time, press **SPEAKERPHONE**. The SPEAKERPHONE indicator lights.

Press **SPEAKERPHONE** again to disconnect the telephone line.

Switching Between the Handset and Speakerphone

To switch from the handset to the speakerphone, press **SPEAKERPHONE**, then return the handset to the cradle.

To switch from the speakerphone to the handset, just lift the handset.

To switch from the speakerphone to the handset during redialing or memory dialing, let the number completely dial, then lift the handset.
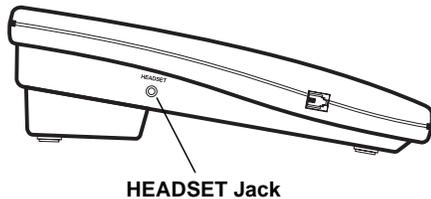
To switch from the handset to the speakerphone during redialing or memory dialing, let the number completely

dial, then press **SPEAKERPHONE** and return the handset to the cradle.

USING A HEADSET

For hands-free convenience, you can connect an optional headset with a 3/32-inch (2.5 mm) plug to the telephone. Contact your local RadioShack store for a suitable headset.

With the handset off the hook, plug the headset's cord into the **HEADSET** jack on the left side of the telephone.

HEADSET Jack

To switch from the headset to the handset, unplug the headset cord from the telephone, replace the handset on the cradle, then pick up the handset to make or receive a call.

USING PRIVACY

To temporarily disconnect the speakerphone or handset without ending the call (so you can talk privately with someone in the room), press **PRIVACY**. The PRIVACY indicator lights and the person on the other end of the phone line cannot hear you.

To resume your call, press **PRIVACY** again. The PRIVACY indicator goes off.

You can also use the privacy feature with the handset microphone.

USING REDIAL

You can quickly redial the last number dialed by pressing **REDIAL** while you hear a dial tone. The redial number is replaced each time you dial a new number.

Note: If you press **FLASH** while dialing a number, only the digits preceding **FLASH** are stored in redial memory.

USING FLASH

Many special telephone services, such as Call Waiting, require a switchhook signal. **FLASH** provides the electronic equivalent of a switchhook operation.

For example, if you have Call Waiting, you can put a call on hold and take a second incoming call on the same line by pressing **FLASH**.

Neither the flash entry nor any digits you dial after you press **FLASH** are stored in redial memory. However, you can store a flash entry within a memory dialing sequence as the first digit. The flash entry counts as one digit in memory.

Note: If you do not have any special phone services, pressing **FLASH** might disconnect the current call.

USING INTEROFFICE SIGNALS

Some interoffice telephone systems provide special services that require a switchhook signal. For example, a single switchhook signal followed by an extension can transfer a call from one office to another inside the office telephone network.

You can store a single switchhook signal in memory at the beginning of an extension. Then, when a call comes in asking for the person at that extension, you can transfer the call with the push of a single button.

USING PAUSE

In some telephone systems, you must dial an access code (9, for example) and wait for a second dial tone before dialing an outside number. When you manually dial a number, or when you store a number in memory, you can have your telephone pause anywhere during the dialing sequence. Simply press **PAUSE** at the desired location.

When you redial or memory dial a number, the telephone pauses for about 3.6 seconds at the pauses entry. For longer pauses, press **PAUSE** more than once. Each pause entry counts as one digit in memory.

USING SPECIAL TONE SERVICES

Some computer services, such as alternate long-distance and bank-by-phone, require tone signals for communications. If you have pulse service, you can still use these special tone services by following these steps.

1. Connect to the special service using pulse dialing.

2. When the special service answers, set **T/P** to **T**.

3. When you complete the call, hang up the handset and set **T/P** back to **P**.

MEMORY DIALING

The telephone can store up to 20 phone numbers in memory. Follow these steps to store a number in memory.

1. With the handset off hook or the speakerphone on, press **STORE**.

2. Enter the telephone number, then press **STORE**.

3. Press the desired memory location button.

4. Use a pointed object, such as a straightened paper clip, to pry up the plastic cover from over the memory index card. Write the number you stored next to the memory location button, then replace the plastic cover.

To dial a stored number, press the memory location button for the number.

Chain-Dialing Service Numbers

For quick recall of numbers for special services (such as bank by phone), store each group of numbers in its own memory location.

Dial the service's main number first. Then, at the appropriate place in the call, press the memory location button for the location where the additional information is stored.

❒ *Troubleshooting*

If your telephone is not operating properly, check these items:

- Is the phone properly connected?

- Is **T/P** set correctly?

- This phone might not operate when another phone is in use on the same line (especially in areas with low telephone voltage). If the telephone's volume drops or you hear unusual sounds, check to see if another phone on the same line is off hook. Hang up the other phones to correct the problem.

- When the party on the phone cannot hear you, but you can hear them, check the PRIVACY indicator. If the light is on, press **PRIVACY** so it is off.

If you still have problems, disconnect the phone. If other phones on the same line work properly, the fault is in this phone or its installation. If you cannot find the problem, take your phone to your local RadioShack store for assistance.

❒ *Care and Maintenance*

To enjoy your telephone for a long time:

- Keep the telephone dry. If it gets wet, wipe it dry immediately.

- Use and store the telephone only in normal temperature environments.

- Handle the telephone gently and carefully. Don't drop it.

- Keep the telephone away from dust and dirt.

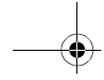- Wipe the telephone with a damp cloth occasionally to keep it looking new.

Modifying or tampering with the telephone's internal components can cause a malfunction and invalidate its warranty. If your telephone is not performing as it should, take it to your local RadioShack store for assistance. If the trouble is affecting the telephone lines, the phone company can ask you to disconnect your telephone until you have resolved the problem.

THE FCC WANTS YOU TO KNOW

In the unlikely event that your telephone causes problems on the telephone line, the telephone company can disconnect your service. The telephone company attempts to notify you in advance. If advance notice is not practical, the telephone company notifies you as soon as possible and advises you of your right to file a complaint with FCC.

Also, the telephone company can make changes to its lines, equipment, operations, or procedures that could affect the operation of this telephone. The tele-

phone company notifies you of these changes in advance, so that you can take the necessary steps to prevent interruption of your telephone service.

LIGHTNING

Your telephone has built- in protection circuits to reduce the risk of damage from surges in (telephone and power) line current. These protection circuits meet or exceed the FCC requirements. However, lightning striking the telephone or power lines can damage your telephone.

Lightning damage is not common. Nevertheless, if you live in an area that has frequent electrical storms, we suggest that you unplug your telephone during storms to reduce the possibility of damage.
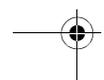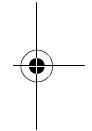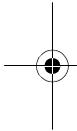
Limited One-Year Warranty

This product is warranted by RadioShack against manufacturing defects in material and workmanship under normal use for one (1) year from the date of purchase from RadioShack company-owned stores and authorized RadioShack franchisees and dealers. EXCEPT AS PROVIDED HEREIN, RadioShack MAKES NO EXPRESS WARRANTIES AND ANY IMPLIED WARRANTIES, INCLUDING THOSE OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE LIMITED IN DURATION TO THE DURATION OF THE WRITTEN LIMITED WARRANTIES CONTAINED HEREIN. EXCEPT AS PROVIDED HEREIN, RadioShack SHALL HAVE NO LIABILITY OR RESPONSIBILITY TO CUSTOMER OR ANY OTHER PERSON OR ENTITY WITH RESPECT TO ANY LIABILITY, LOSS OR DAMAGE CAUSED DIRECTLY OR INDIRECTLY BY USE OR PERFORMANCE OF THE PRODUCT OR ARISING OUT OF ANY BREACH OF THIS WARRANTY, INCLUDING, BUT NOT LIMITED TO, ANY DAMAGES RESULTING FROM INCONVENIENCE, LOSS OF TIME, DATA, PROPERTY, REVENUE, OR PROFIT OR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, EVEN IF RadioShack HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Some states do not allow limitations on how long an implied warranty lasts or the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

In the event of a product defect during the warranty period, take the product and the RadioShack sales receipt as proof of purchase date to any RadioShack store. RadioShack will, at its option, unless otherwise provided by law: (a) correct the defect by product repair without charge for parts and labor; (b) replace the product with one of the same or similar design; or (c) refund the purchase price. All replaced parts and products, and products on which a refund is made, become the property of RadioShack. New or reconditioned parts and products may be used in the performance of warranty service. Repaired or replaced parts and products are warranted for the remainder of the original warranty period. You will be charged for repair or replacement of the product made after the expiration of the warranty period.

This warranty does not cover: (a) damage or failure caused by or attributable to acts of God, abuse, accident, misuse, improper or abnormal usage, failure to follow instructions, improper installation or maintenance, alteration, lightning or other incidence of excess voltage or current; (b) any repairs other than those provided by a RadioShack Authorized Service Facility; (c) consumables such as fuses or batteries; (d) cosmetic damage; (e) transportation, shipping or insurance costs; or (f) costs of product removal, installation, set-up service adjustment or reinstallation.

This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

RadioShack Customer Relations, 200 Taylor Street, 6th Floor, Fort Worth, TX 76102

We Service What We Sell　　　　　　　　　　　　　　　　　12/99